



ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BIBINAGAR,
HYDERABAD METROPOLITAN REGION (HIMR), TELANGANA - 508126, INDIA
अखिल भारतीय आयुर्विज्ञान संस्थान, बीबीनगर
हैदराबाद महानगरीय क्षेत्र (एचएमआर), तेलंगाना - 508126, भारत

संख्या/No. AIIMS/BBN/DDA/2025/836

दिनांक/Date: 22 Oct, 2025

CIRCULAR

Sub: Compensatory off in lieu of Curtailment of Summer Vacation: 2025 – Reg.

Ref: 1. Circular No AIIMS/BBN/DDA/2025/4280 dated 15th May 2025.
2. Circular No AIIMS/BBN/Dean/2025/4451 dated 18th Oct 2025.

1. The undersigned is directed to refer to this Institute's Circular cited above regarding the curtailment of summer vacation for the faculty and other vacation staff of the Institute due to exigencies of service.
2. In partial modification of the same, it is hereby informed that all vacation staff members who had to curtail their entitled Summer Vacation 2025 are eligible to avail Compensatory off (comparable to Special Casual Leave) for a maximum of 6 curtailed days vide reference '1' above. The Compensatory off is in lieu of days actually worked **between 10th May 2025 to 15th May 2025** and may be availed at **any time before 31st Dec 2025**, with the approval of the HoD/ In-charge HoD. It is further emphasized that such off **cannot be carried forward** and must be availed within the current calendar year.
3. Accordingly, all Heads of Departments/In-charge HoD's are requested to ensure that applications for Compensatory off from the eligible faculty members are duly verified and forwarded along with necessary details of curtailed vacation days (as per 2 above) for the perusal and approval of Dean (Academics).
4. Approval orders for the same shall be communicated to the concerned faculty and HoD's/Incharge HoD's by the O/o Dean (A) and a copy of the same shall be communicated to Establishment section for entry into the records.

This is issued with the approval of the competent authority.



(डॉ बिपिन पी वर्गसि / Dr Bipin P. Varghese)
उप निदेशक (प्रशासन)/Deputy Director (Admin.)

प्रति/To,

All Faculty Members of the Institute.

प्रतिलिपि/Copy to:-

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|---|---|
| 1. PS to Executive Director | 5. Financial Advisor/ Accounts Officer |
| 2. MS/Dean (A)/Dean (R)/Dean (E) | 6. Faculty I/C Administration/ Faculty I/C Gen. Admin/AAO |
| 3. All HoDs/ In-charge HoDs/ Principal, CON | 7. IT cell for uploading on institute's website under "Circulars" |
| 4. Registrar | |